

New Data Manager

A course for Data managers who are new to the role of working in schools with no prior experience of educational data.

We will take you through education based terminologies and processes, building on this to develop your skills in using GO 4 Schools proactively in your role to support the school and staff.



COURSE DETAILS

The course aims to start with the basics to quickly develop your understanding of systems and access to DfE data to ensure you are equipped with the knowledge required for a data administration role in schools. Developing your skills and understanding to effectively manage the set up of GO 4 Schools.

Key aspects covered:

- Sources of data (where to look outside of GO 4 Schools for data and info)
- Key performance measures at KS4 used by the DfE (A8, P8, Ebacc)
- KS2 data used in secondary schools
- Subjects and Qualifications (QAN codes and grading schemes)
- Grade types in GO 4 Schools (target and progress grades)
- Uploading targets
- School grading schemes
- Introduction to markbooks (MBs are covered in detail in another course)
- Reports and snapshots
- Introduction to using explorers
- Introduction to student attributes

A system health check is completed for all attending schools with advice on your set up. Time will be given for delegates to discuss

DATES AND TIMES

We are running courses as online sessions using Microsoft Teams until September 2022.

- **12, 13 & 14th October 2021** **10.00—12.00 (3 x 2 hours online training sessions — Tuesday—Thursday)**
- **18, 19 & 20th January 2022** **10.00—12.00 (3 x 2 hours online training sessions — Tuesday—Thursday)**
- **4, 5 & 6th May 2022** **10.00—12.00 (3 x 2 hours online training sessions — Wednesday—Friday)**

Delegates will need **School manager** access rights in your GO 4 Schools system

The course is also available to book exclusively for your school as a 1:1 session with your Data manager.

COSTS AND BOOKING DETAILS

£250 per delegate. All prices are subject to VAT.

Places are limited to a maximum of one delegates per school.

Please complete the booking form to secure your place.

Email: events@go4schools.com or Tel: **01223 967556**

EQUIPMENT

- For online training we use Microsoft Teams, we suggest delegates have access to a laptop with a camera and microphone to be fully engaged in the sessions.
- For in-house courses please bring your own laptop as there will be practical time to view and amend your own school set up. Proxy settings need to be checked in advance so that we can provide you with access to our guest wi-fi.

Full details will be sent to delegates at the point of booking.

GO 4 SCHOOLS TRAINING EVENTS

Our training events are developed with the ethos of 'Working together' — sharing knowledge and confidence in school data to ensure a 'best practice' approach and maximum value.

Current training offers include:

- End and start of academic year set up for Data managers
- Induction for new Data managers or those new to managing GO 4 Schools.
- Set up and use of markbooks
- Analysing data for Data manager, senior leadership and data teams
- Effective use of Behaviour and attendance modules
- Post-16 data analysis

See our website for more details: www.go4schools/CPD

FURTHER INFORMATION

For additional information about your GO 4 Schools training or consultancy please contact the Customer services team.

Face to face training is based at our Cambridge office:

Hyperspheric solutions Ltd
Compass House, Vision Park,
Chivers Way, Histon,
Cambridge CB24 9AD

Telephone: 01223 967556 Email: enquiries@go4schools.com



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